

TRANSLATION OF PATENT AND NON-PATENT DOCUMENTS FROM ANY FOREIGN LANGUAGE INTO STANDARD AMERICAN ENGLISH

Description

The United States Patent and Trademark Office (USPTO), Scientific And Technical Information Center (STIC) intends to procure translation services (all languages) involving the translation of patent and non-patent documents from any foreign language into Standard American English with an estimated value of \$8 to 10 million over five (5) years. This is a re-competition of the current translation services contracts held by Foreign Language Service (FLS) (Contract No. 50-PAPT-2-01001), Ralph McElroy & Assoc. (Contract No. 50-PAPT-2-01002), and Schreiber Translations (Contract No. 50-PAPT-2-01003) which expire October 31, 2006. The USPTO intends to make award by October 20, 2006. This procurement is open to qualified small businesses only and multiple awards are anticipated. The contract period is for approximately a 12-month base period and four 12-month option periods. The first contract period is expected to commence on November 1, 2006. The North American Industry Classification System (NAICS) Code is 541930. The translation services requirement will be to provide accurate, high-quality translations of 1) patent literature (patents, utility models, published patent applications, abstracts, etc.) and 2) non-patent literature (scientific and technical articles, legal documents, reports, letters, etc.). The material to be translated is primarily scientific and technical, can relate to any field, and is frequently difficult linguistically and in content. A partial translation of any given document may also be requested. The language mix and the flow rates fluctuate in the workload of the Translations Branch. Overall, the major portion of the work to be translated is Japanese and German. The target language of the majority of the translations will be English. Translation into foreign languages may be required from time to time. The USPTO reserves the right to issue task orders that may vary somewhat from the usual ordering procedures.

This acquisition will be conducted using the Patent and Trademark Acquisition Guidelines (PTAG) located at: <http://www.uspto.gov/web/offices/ac/comp/proc/acquproc.htm>. Under PTAG, FAR Part 15 does not apply and “full and open competition” is replaced with “maximum reasonable competition” which authorizes the USPTO to conduct this acquisition using an “alternative streamlined contracting approach.” Pursuant to this approach, this synopsis shall serve as a high-level solicitation. Following receipt of responses to this synopsis/high-level solicitation, the USPTO will evaluate the initial responses and establish a competitive range limited to a predetermined number of not more than five offerors. Upon establishment of the competitive range, those top highest ranked offerors will be notified and instructed on the next phase of the procurement process that will be the release of a detailed Request for Proposal (RFP) to solicit additional information and obtain a more complete offer. As a result of the responses to this Synopsis/High-level Solicitation, those vendors who are determined not to be the most qualified will be advised and will not receive further consideration. The USPTO will evaluate vendors’ responses based on translator qualifications, quality control systems, past performance, and pricing criteria. The offerors will be ranked in terms of qualifications and highest probability to successfully fulfill the USPTO’s requirements. Ultimate source selections will be based upon a best value determination. The process will include submission of an initial capability statement to the USPTO, an evaluation and a down-select of vendors by the USPTO. The USPTO is soliciting Capability Statements from responsible sources that clearly establish their ability to meet or exceed the USPTO’s Translation Services Capabilities Requirement (CR). Interested offerors shall submit a capability statement describing their capability to satisfy the size, scope and characteristics of the requirements (maximum of 10 pages). The response must address four specific areas:

(1) Translator Source and Qualifications (1 typewritten page maximum):

- A description of the education and experience requirements of proposed translators; and
- Source of translators (i.e. university, private industry, company employee, consultant or subcontractor).

(2) Quality Control Systems (2 typewritten pages maximum):

- A description of the process you will use to ensure the accuracy of the translations.

(3) Past Performance and Experience (3 typewritten pages maximum):

- Provide a description of previous or current commercial or federal contracts that demonstrate an ability to meet the USPTO's requirements and describe their relevance to the USPTO's effort in terms of similarity of nature of work performed, size and scope. Include the contract period of performance dates, method used to determine word count, dollar value, point of contact and phone number.

(4) Pricing:

- Provide the price for translation of 1000 words by CLIN for German and Japanese per Attachment 1. Pricing should be provided for each of the three (3) word count methods for the base year;
- Comment in 2 typewritten pages or less on the completeness and validity of the line items and units of measure shown in the pricing schedule per Attachment 2; and
- Identify in 2 typewritten pages or less any suggested changes to the statement of work, clauses, contract duration that may improve the quality and pricing under the proposed contract.

Since all procurement-related documents will be released via the Internet, a mailing list and/or list of interested vendors will not be available. The USPTO anticipates awarding one or more contract(s) as a result of this competition. It is anticipated that the contract type will be a firm fixed price requirements contract. All relevant documents for this procurement will be posted on the USPTO website at the Internet address: <http://www.uspto.gov/web/offices/ac/comp/proc/currproj.htm>. It is the responsibility of each prospective offeror to check the project web site regularly for amendments, questions and answers, and other pertinent information concerning the procurement. An offeror's failure to check the website will not be a justifiable excuse for requesting an extension to the response due date.

Questions should be forwarded via e-mail to Ann F. Miller @ ann.miller1@uspto.gov, and must be received by 2:00 p.m. (EDST) on Tuesday, July 25, 2006. Questions received after this date will not be entertained. Responses to questions will be posted on the USPTO website.

Responses to this request should be forwarded via e-mail to Ann F. Miller @ ann.miller1@uspto.gov, and must be received no later than 2:00 p.m. (EDST) on Wednesday, August 2, 2006.